Federal City Performing Arts Association
Board of Directors Meeting Minutes DRAFT

Wednesday, May 12, 1999
2801 M St., NW, Washington, DC

DIRECTORS: Present: Darrell Lewis, Joe Vignali, Jerry Carpenter, Jeff Peirce, Thom Gibb, Mark Bombaci, Chip Heath, Kris Marshall, Jack Gerard, Henry Salevsky, Jim Carroll, Kit Grieder, Gordon Tanner

ABSENT: Ed Wilber

STAFF: John Perkins, James Holloway

Guest: Matt Borkowski

I. Call to Order
Lewis called meeting to order at 7:04 PM.

II. Open Forum
Grieder expressed concern for addressing issues of attrition and Future Search during the meeting.

III. Approval of Minutes
Motion to approve the minutes.
Carroll moves for the approval of the minutes, Vignali seconds.
Unanimous in favor. Minutes approved.

IV. Membership Requirement Change – Potomac Fever
Borkowski, in Baldridge's absence, presented the proposed change of the membership rules as follows:

Modify Clause 1.B.1.d. from Section 19 "Membership Regulations" to read:
"A member performing in a small ensemble may take unlimited leaves of absence from the full Chorus."

The modification addresses turn over, personal commitments, and the frustration in PF. It is proposed that the small ensembles have an independent attendance.

Tanner indicated that the group doesn't raise enough money to cover overhead of the group. Lewis explained the regulations and the use of the words "leave of absence." Carroll asked if there was a reason not to grant the request. Holloway expressed concern that in the past the impact on the Chorus as a whole had to be measured with a great number of the individuals being the best voices in the Chorus but now that the Chorus has grown larger this is less of a problem. Carpenter proposed that a look into the regs as a whole be done and language be adopted that is appropriate. Holloway expressed cautious support due to the talent pool, that PF has become a major face in the community performing where GMCW cannot sing, and that this may be the natural evolution of the group. However the "revolving door" may still be an issue. Salevsky stressed that the group should always make it known that they are a part of GMCW when they perform.

Vignali moved that a committee be formed to draft language to be adopted. Carroll seconds; unanimous in favor.

V. *Music Report*

See report for details. Holloway reported that after looking over the cycles of concerts that there has been a good balance of musical styles. Every two years a theatrical cycle is presented. This coming year is one of those cycles. Since San Francisco is not coming next year and funds must be conserved there will be a move to look for productions that have been created by other Choruses. The Holiday Concert will be an "end of the millenium" them without a staged production because it will be performed in a Church. The music will be balanced and shorter in nature due to the Church accommodations. Grieder expressed concern that the order of the music was not what people wanted, that we were not in touch with what the audience wanted. Holloway responded that the comment was subjective. Pierce indicated that the BOD was only to approve concepts not the actual concert material; our concern is for the general themes and marketability. Vignali expressed concern about ending the concert with a Gay wedding song since we were in a church. Holloway expressed that the Church venue does limit the style of music that can be performed. Carroll agreed that a large body of people cannot pick every song and inquired about who was driving the music selection, what was the marketing direction of the Chorus. Holloway indicated that the Music Director with the assistance of the Artistic Advisor Panel gives that guidance. Lewis indicated that the marketing focus happened in the Operation Committee. Grieder insisted that the music selection had to be done carefully.

The Spring Concert was presented as a show. "The Envelope, Please" features music form 30 years of movies with film clips. Lisner can accommodate the production. Issues remaining are rights and costs. The concert would not be part of the March on Washington event and a preferred option would be to do a "GMCW Presents" concert for the March.

The Summer Concert was presented as the GALA set. The event was less programmed at this point. It would have Rally themes, flash and fire, and community through music. Marshall asks for the date which is currently posted as June 10 but it could be moved.

Carpenter moves that the BOD accept the 99-2000 season concepts. Pierce seconds. Twelve vote in favor and One vote against.

VI. San Francisco Invitation

Vignali reads the letter of official invitation by the SFGMC to perform a joint concert the day before GALA in the year 2000. Discussion centered around the extension of the GALA trip, costs, reciprical invitations, and transportation.

Marshall moved that GMCW accept the invitation to sing with SFGMC in July 2000 before GALA, Vignali seconds. Unanimous in favor.

VII. *Financial Report*

See report for more detail. Pierce indicated that YTD there is a balanced budget. However, looking at expenses proposed for the summer with the proposed revenue a prediction of a $40K deficit is made. The deficit results due to the lower than expected ticket sales, lack of merchandise sales, lack of fundraising. Tanner asked about Dues collection loss as indicated in the statement. Pierce said he expected a certain amount to be written off at the end of the year and that because many elected to pay dues up front this year we are in better shape than previous years. Marshall expressed concern over the pledge collection numbers and Pierce indicated that Cap Club numbers had been moved to a different line item and classed as donations. Tanner asked if we had pending Grant applications, and was answered with a no. Carroll asked about the deferred revenue which Pierce explained as being monies held for the 20th anniversary year commission.

Gibb moved that the BOD accept the Finance Report, Vignali seconds. Unanimous in favor.

Peirce presented the proposed budget plan for the year. See FY 2000 OPS Plan for detail. Church performances were discussed. It was agreed that the costs in a church are time based and less production based. Pierced said that the proposed budget will not turn profit but should balance the budget. Carroll expressed that it would be irresponsible for the BOD to consider a balanced budget and that there should be a way of creating a plan

to save money for the coming year. Pierce indicated that the BOD voted to approve a $80K loss with the development of the Executive Director and that they costs have been delayed over the years longer than expected but are now catching up. The Executive Director has not produced additional income, expectations of the position were wrong but the BOD tried to reconvince the Chorus of the true mission of the position. The PR and the documentation did not match. The level of volunteerism decreased and makes the responsibilities fall on the E.D. who generates income but doesn't pay of the position itself. Carroll questioned the losses but Lewis indicated that if Perkins had not nurtured the Cap Club the donation level would be significantly less. The Chorus cannot budget on grants. A move to be more aggressive about saving money is needed. Holloway said that we are taking a strategic step backward by performing in churches and that the quality of product may not sustain better halls. Just doing two concerts in churches is not going to create a surplus, gaining volunteers to work to who do not perceive the work as a burden and create a culture shift in the Chorus.

Salevsky asked if moving to churches will hinder our ability to secure certain types of funding. Lewis said that the bottom line was that we need a grass roots approach to cut costs. We must present to the Chorus that we have this under control. Vignali suggests endowing staff positions, Pierce said we must get volunteers to raise funds, Gerard said we must get more smaller donations, Grieder said that we need a strong marketing plan. Carroll summed up the issues by stating that volunteerism is the key to the income stream. Carroll asks who is nurturing the relationship with the membership – Holloway indicated that he was to present the inspiration and gather the collective spirits. Carroll is looking for what is systemically wrong with keeping people. Bombaci said that we should form a finding team. Tanner suggested that we need to express strength in our changes.

Carroll moves that we accept the operating plan and form teams to resolve pending issues. Vignali seconds, Unanimous in favor.

Teams:

Salevsky, Grieder, Carroll	– Marketing	
Lewis	– Business Partnerships	
Perkins, Gerard, Carroll	– Finance	Tanner – Grants
Vignali, Music Staff	– Venues	
Rehearsal Announcements	– Hot Notes	

VIII. Executive Session

Vignali moves to open Executive Session, Marshall seconds, Unanimous in favor.

IX. New Business

- Future agenda must contain DCCB proposal, Future Search, and "Leave of Absence" issues.

X. Adjournment

Pierce moved, Gibb seconded a motion to adjourn. Unanimous in favor.

Respectfully submitted,

Jerry Carpenter
Secretary, FCPAA